

User Manual – Institution Registration

Protection of Plant Varieties & Farmers Right Authority Department of Agriculture &Farmers Welfare Ministry of Agriculture Government of India

Version 1.0 Release September, 2023

Project Execution by National Informatics Centre Ministry of Electronics & Information Technology (MeitY)

Plant Varieties Registration System

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How to access the system

Invoke Internet Browser (Google chrome, Mozilla, Edge, I.E)

1. Type <u>https://app.plantauthority.gov.in</u> in address bar of the Internet Browser as shown below in Fig 1:

	Address	Bar	
← → C ☆ ● https://	app.plantauthority.gov.in/login		🖻 🛧 💿 🗱 🕹 🛛 🔕 :
а	गरत सरकार Government of India		
	Azadi _{Ka} Amrit Mahotsav Ministry of	ection of Plant Varieties and Farmers' Rights Authority (A Statutory body created by an Act of Parliament) Department of Agriculture & Farmers Welfare Agriculture and Farmers Welfare, Government Of India	G2 VECTOR PPVFRA
	Login	New User ? Register Here	
	LUsername*:	Company Registration	
	Username	Register	
	Password*:		
	Password Show Password	Institution Registration	
	Captcha* 4 1 6 f 4 ª	Register	
	Enter Captcha	Applicant Registration	
	Forgot Password Forget Us	Register	
L			

Fig 1

2. User has to first register on the portal. For this, they have to click on the link 'Register' as shown in Figure-1. After clicking, screen will be displayed as shown in Fig – 2

	Institution Registration	
Name *	Akal Ins	
Abbreviation *	akal_ins	
Place *	Delhi	
Туре •	Institution	•
Contact Person Name *	Akal	
Designation *	Manager	
Address *	Delhi	
Country *	India	•
State *	Delhi	•
District *	New Delhi	•
City/Town/Village *	Green Park]
Pincode *	110049]
Mobile • Fax Email• Username • Captcha•	91 □ ************************************	

Fig 2

- Mandatory fields are marked with * sign
- Fill in all the field values & make sure correct values are entered
- After entering all values, press the Submit button
- In case you entered incorrect information, the page prompts you to correct that field & submit again

- If you entered the wrong mobile number in the mobile no. field then it will display an error message
- After successfully submitting, message will be displayed as shown below:

Thank You for Registration. Your Account is currently inactive. You will be notified via SMS and Email once your request has been accepted by admin.

- After filling all the details and submitting, details will go to PPVFRA admin for approval. After approval it will be intimated to the institute
- After approval, institution can login and during first time login company has to change password as shown in Figure 3
- During first time login, user has to change password
- After resetting the password, user can apply online using the credentials and captcha and clicking on login button as shown below in Fig 3

L Username:			
madhur			
Password:			
•••••			
Captcha	1 c1 9 ^C 9	Q	
Enter Captcha			
			Forgot Passwor

Fig 3

• User can use 'Forgot password' option in case he forgets password, after clicking on 'Forgot password' button it will be redirected to a new page where to enter email id (which you used at the time of registration) and captcha verification for resetting the password.